

*For Your Information*  
*Weekly*  
FROM THE CITY MANAGER & STAFF  
December 6, 2013

**Dates to Remember:**

December 12, 2013	Golf Course Advisory Board at noon
December 12, 2013	Commission Workshop – 5:00 p.m.
December 13, 2013	Employee Appreciation Luncheon – City Offices close at noon
December 16, 2013	City Commission meeting – 5:00 p.m.
December 16, 2013	East Rec Board meeting - 4:00 p.m.

**Staff Reports**

**Community Development Director Reese reports:**

- Dollar Tree, located at 1008 West Sugarland Hwy., is ready for the Certificate of Occupancy. All construction is completed, but due to logistics, they will be unable to stock the store and be ready to open until mid-January.
- Pizza Hut is moving along swiftly at 921 West Sugarland, and project opening December 17, 2013.

**Golf Course Operations Director Ford reports:**

- Staff has planted flowers and mulched the club house lawn.
- Greens have been spiked and sprayed with a combination of fertilizer, insecticides and fungicides.
- Staff is in the process of spot spraying for intrusive weeds.
- New rates went into effect on December 1<sup>st</sup>.
- If you have a golfer on your Christmas list, come out and check out our Pro Shop items. We also have gift certificates available.

**Library Director Barrett reports:**

- Santa with gifts at the Library on Thursday, December 12, 2013 at 6:00 p.m. **Spread the word.**
- Story time at the Library continues every 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of the month. Story time at various school facilities each 2<sup>nd</sup> and 4<sup>th</sup> Wednesday also continues. All are invited to bring their children to the programs.
- Tutoring for math and reading continues at your Library. The math sessions are on Mondays and Thursdays from 5:00 to 6:00 p.m. The reading classes are on Wednesdays and Thursdays from 4:00 to 5:00 p.m.
- Look out for **Sound Reading**, a new online site for boosting your child's reading at the Library. Only 10 lucky children will get spots every 3 months, so hurry to get your child registered.

- The Junior Book Club continues every other Wednesday from 4:00 to 5:00 p.m. Ask for more information at the library.
- GED classes for low income, or unemployed at your Library starting January, 2014.

#### **Chief Gutshall reports:**

- The “flares” widely reported on Sunday evening are now believed to be lighted floating candles released by family/friends at the ten acre field to honor a deceased resident. The incident resulted in an intense hunt over the Lake involving two helicopters and three law enforcement agencies.
- Officers are busy in court this week as the trial for Walter Thicklin continues. Thicklin was arrested nearly two years ago and charged with the armed robbery of Popeye’s Restaurant.
- Officers responded to a domestic disturbance on Bayberry Loop Sunday night. Officers were told the fight had been brewing for two days. The dustup resulted in warrants being filed for one woman who had already left the scene. One male was treated by EMS for a cut near his eye.
- Patrol is scheduling security patrols for the next two weeks to include the Carnival at the Elks Field.
- Following is a brief synopsis of the week’s activity:
  - 933** Commercial / Residential Security Checks
  - 465** Complaints Investigated
  - 45** Traffic Citations Issued
  - 31** Arrests Made
  - 63** Merchant Escorts Provided
  - 14** Alarms Responded To
  - 4** Traffic Accidents Investigated

#### **Public Works Director Scheffler reports:**

- Mosquito Control Activity: Trap counts are as follow: Okeechobee Blvd. – 200, Golf Course – none reported, Sports Complex - 150, Harlem Community – 200. Cool weather and a steady breeze have helped lower the mosquito populations. We need about three days of weather in the 30’s to put mosquitoes into a dormant state.
- Mosquito Control Contract: Bid opening December 10, 2013 in the Commission Chambers.
- Paving projects: (1) Weekley Asphalt is scheduled to start paving this month; (2) Diaz Paving started repairing FL City Gas open road cuts this week. We will be addressing other locations in the allies that need to be addressed as well.
- Street Maintenance: (1) Staff installed 120 feet of pipe and built one inlet in the 400 Block of East Pasadena; (2) A second pass on the Buchanan property in the Commerce Park was needed to fill in holes and level the ground. We will continue to monitor the area and keep it in good condition until a new project is started at that location; (3) Thanks to US Sugar for removing the Holly trees in the fence line on US27 on the West end of town clearing the visibility of the Welcome Sign.
- Golf Course Sign: US Sugar has reported this week that a multi-year lease agreement for the Golf Course sign location would be ready by the end of the week. Documentation on the amount of area needed for the sign was sent this week.

**Utilities Director Williams reports:**

- The Electric crew is rearranging and repairing Christmas lights this week.
- City Manager Perry and Director Williams toured the Meter Treater factory in West Palm Beach on Tuesday. They met with members of their marketing team and have begun to lay the ground work to move forward with the meter surge protection program.
- The Water/Sewer crew repaired several water breaks this week and replaced a blow-off for the Water Treatment Plant main pump line. They also changed out 4 lift station pumps this week.
- The Utilities office is moving forward with the Tyler software conversion for billing. So far, the conversion is going smoothly.
- The Water/Sewer crew has a vacuum unit in town this week cleaning grease build up from some of our lift stations and the main lift station.
- Napoleon Key, IT Administrator, replaced the main lift station “call out alarm” last week and it is working nicely. This alarm alerts the person on call to a problem with the main lift station so we may respond quickly.